



CaIPERS NEW BUSINESS SYSTEM:
my|CaIPERS

California Public Employees' Retirement System (CalPERS)

Dental Carrier Information Packet #1 (Update V1.01)





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For additional information regarding HIPAA 4010 regulations, the HIPAA Implementation Guide can be found at: Washington Publishing Company EDI HIPAA XML	21



1. PURPOSE OF DOCUMENT

The purpose of this Information Packet is to inform Dental Carriers and Associations about changes that will alter the way in which California Public Employees' Retirement System (CalPERS) requires Dental Carriers and Associations to share information and do business, beginning in Spring 2010.

2. REVISION HISTORY

DATE	REVISION NUMBER	REVISION DESCRIPTION
05/01/2009	1.0	Original version
06/16/2009	1.01	<ul style="list-style-type: none">• Updates to XML tools table in Section 10.2• Added references to CalPERS Online web site content• Added list of valid values for Benefit Termination Reason in Section 7.3 Create Deduction Register (Outbound File)

3. PROJECT BACKGROUND & SCHEDULE OF EVENTS

CalPERS is integrating several of its business systems and expanding member, employer, and dental carrier self-service capabilities. CalPERS will integrate most of the new capabilities through the my|CaIPERS web-based system. Since CalPERS does not currently send enrollment and maintenance data to the dental carriers using the ANSI 834 format, we've planned additional activities to make sure our dental trading partners are ready when my|CaIPERS goes live.

The schedule below shows projected dates for project meetings, testing activities, and other CalPERS communications with the Dental Carriers and Associations. The schedule of activities and events will be updated on the Internet at [CalPERS Online](#). Follow the links for [Business Partners](#) and choose the link [my|CaIPERS Readiness for Dental Plan Carriers](#).



ACTIVITY	TIMEFRAME
Website Information Available to Dental Carriers	May 2009
Dental Carrier Information Packet #1	June 2009
Dental Carrier Meeting & Completion of the Readiness Survey	June 18, 2009
Dental Carrier Technical Walk Through Meetings	July 2009
Preliminary Testing Activities	July 2009 – October 2009
My CalPERS Testing Activities	November 2009 – March 2010
System Go-Live	April 19, 2010

Since we are just beginning the process of moving to the ANSI 834 format, we ask all of our dental carriers to complete a survey. The survey asks questions regarding your level of readiness to make that transition. Please make sure to complete the survey and return it to us June 18, 2009 if possible. If you need time to complete the survey, please complete it as soon as possible, and send to: MyCalPERS_Health_Team@CalPERS.ca.gov. Once we receive your survey, we can schedule the technical walk through.



4. SUMMARY OF CHANGES FOR DENTAL CARRIERS

The following table describes the changes in Dental Carrier and Associations' interaction with CalPERS, based on implementation of the new system and the specifications included in this packet. Each column should be interpreted as follows:

- Area – The business function being described
- Not Changing – Aspects of the Area that are not impacted or not changing for the Dental Carrier
- Changing – Aspects of the Area that are impacted or changing for the Dental Carrier

#	Area	Not Changing	Changing
1	Enrollment	<u>Dental Carrier:</u> <ul style="list-style-type: none">• Data elements received today. <u>CalPERS</u> <ul style="list-style-type: none">• Continue being the system of record for dental enrollment information	<u>Dental Carrier:</u> <ul style="list-style-type: none">• Start receiving daily dental enrollment transactions electronically using the ANSI 834 file format• Start receiving complete subscriber account information. This includes, but is not limited to, information on dependents, disabled dependents, COBRA, dates of death, terminations, and plan changes.• Start using the full ANSI file which contains a snapshot of dental enrollment transactions for all Subscribers for a specific effective date. <u>CalPERS:</u> <ul style="list-style-type: none">• Start using the ANSI 834 file format to report dental enrollment and maintenance transactions to Carriers and Associations• Start storing dependent address information• Start using the full ANSI file which contains a snapshot of dental enrollment transactions for all Subscribers for a specific effective date.



#	Area	Not Changing	Changing
2	COBRA	<ul style="list-style-type: none">• N/A	<u>Dental Carrier:</u> <ul style="list-style-type: none">• Start receiving daily enrollment and change data for COBRA enrollees.• Start reporting cancellations of COBRA enrollments due to non-payments through the Dental termination file• Start sending the Dental termination file via FTP
3	Deduction Register (only applicable to DPA Dental Carriers)	<u>Dental Carrier:</u> <ul style="list-style-type: none">• For Dental Carriers under DPA, continue receiving a report that lists the PEMHCA dental deductions/premiums for State/CSU Annuitants and CAHP.	<u>Dental Carrier:</u> <ul style="list-style-type: none">• File Format for Deduction Register is XML• For Dental Carriers under DPA, start having the capability to receive information through an interface about the PEMHCA deductions for State Annuitants that were withheld against an annuitant's retirement allowance during CalPERS monthly Benefit Roll process as well as the Employer Share and Dental Premium amount
4	Online Screens and Reports	New for Dental Carriers	New for Dental Carriers

Dental Carriers will continue to work with the Dental Program Administrators (e.g., Department of Personnel Administration (DPA), CSU Chancellor's Office, or California Association of Highway Patrol (CAHP)), as the carrier contracts remain with them. The Dental Program Administrators will continue to notify CalPERS when there are dental eligibility discrepancies and CalPERS will update Members' dental enrollment, as they do today.



5. BUSINESS RULE UPDATES

The following section describes the three most significant business rule changes that Dental Carriers and Associations will experience with the my|CaIPERS implementation.

5.1. CalPERS Unique Identifier and SSN's

The new MyCaIPERS system uses a unique identifier for each business partner, subscriber, and dependent. However, CalPERS will not require Dental Carriers/Associations to use the CalPERS Unique Identifier for any file sent between the Dental Carrier and CalPERS. The SSN will be the provided identifier for the ANSI 834 files CalPERS sends to the Dental Carriers. The SSN will be an acceptable identifier for the enrollment files the Dental Carriers send to CalPERS. The CalPERS Unique ID will be a data element on the Deduction Register.

Dental Carriers/Associations will have access to on-line screens where they will be able to search and view specific subscriber and dependent information. The screens and reports will mask Subscriber and Dependent SSN

5.2. No Paper Transactions

CalPERS will send all dental enrollment transaction updates to the Dental Carriers/Associations electronically using the ANSI 834 file format. CalPERS' requires that all Dental Carriers/Associations accept the electronic ANSI 834 file as the dental enrollment and demographic notification. CalPERS will not generate any paper dental enrollment transactions for Dental Carriers/Associations.



6. INTERFACE SUMMARY TABLE

The following table provides a summary of all Dental Carrier/Association interfaces. Details regarding these interfaces are available in the following section or in supporting technical documentation.

Interface Name	Short Description	Technical Format	Transport Mechanism & Encryption	Frequency & Other Resources
Send Dental Enrollment Updates to Carriers/Associations (Outbound File) (IA50043)	Dental Carriers/Associations receive daily or full file dental enrollment changes per the ANSI file format (includes demographic changes).	ANSI X.12N 834	SFTP PGP	Daily and On-Demand (for full file) CalPERS Dental Companion Guide
Dental Termination Inbound File – for Enrollment Cancellation of Coverage due to Non-Payment (COBRA) (IA50029)	Dental Carriers/Associations send CalPERS enrollment cancellations due to non-payment for COBRA via file transfer.	XML	SFTP PGP	Monthly XML Schema Deduction Type Code Set
Create Deduction Register (Outbound File) (IA20010)	Dental Carriers/Associations have the option to receive deduction registers electronically via file transfer.	ASCII Fixed Length	SFTP PGP	Monthly
Deduction Register Report(s) (IA20016)	Dental Carrier/Associations may view/download deduction register information through PSR online screens.	Web Online Report	HTTPS 128-Bit SSL	As Needed
Premium & Enrollment Discrepancy Requests	Dental Carriers/Associations must use PSR to communicate premium and enrollment discrepancies to CalPERS. Dental Carriers/Associations can upload and download a file (Excel, Word, etc.) through PSR.	Any (file is uploaded). Most likely Excel or Word	HTTPS 128-Bit SSL	As Needed



Interface Name	Short Description	Technical Format	Transport Mechanism & Encryption	Frequency & Other Resources
On-line Dental Enrollment Inquiry	Dental Carriers/Associations may view Subscriber and Dependent dental enrollment information on-line.	Web Screens Web Reports	HTTPS 128-Bit SSL	As Needed



7. INTERFACE DETAILS

This section describes the interface file formats that will be used in my|CaIPERS between CalPERS and Dental Carriers/Associations.

7.1. Send Dental Enrollment Updates to Carriers (Outbound File)

On a daily basis, my|CaIPERS will create and encrypt ANSI 834 dental enrollment files for Dental Carriers/Associations that contain incremental daily changes. The ANSI 834 file will be available for Dental Carriers/Associations to download via FTP. Separate ANSI 834 files will be created for each Dental Carrier/Association. The daily files will contain all dental enrollment updates (including rescinded transactions) and demographic changes effective since the previous transmission. The enrollment file will include information for both subscribers and dependents.

The my|CaIPERS System will also handle requests from the Carriers for a full ANSI file. The format of the file is the same as the incremental daily change file, but the data included provides the Dental Carrier/Association with a snapshot of all their Subscribers' dental enrollments for a specific effective date.

Although CalPERS is providing information for both Subscribers and Dependents through the ANSI files, CalPERS is not dictating that Dental Carriers use or store Dependent information. Each Dental Carrier should determine whether it is appropriate or beneficial to use the Dependent information provided. CalPERS recommends that the Dental Carriers use the most current Subscriber information.

For detailed information about the changes to the daily and full ANSI 834 files, please see the CalPERS Companion Guide 2.1 located on the Internet at [CalPERS Online](#). Follow the links for [Business Partners](#) and choose the link [my|CaIPERS Readiness for Dental Plan Carriers](#).

7.2. Dental Termination Inbound File

The Dental Carriers/Associations with the "Dental Enrollment Inbound File Interface" will be able to update my|CaIPERS regarding cancellations for COBRA (including CalCOBRA) subscribers' dental accounts. The Dental Carriers/Associations are responsible for initiating cancellation of dental coverage due to non-payment. Dental Carriers/Associations will submit a file containing transactions to cancel dental enrollment for COBRA subscribers on a scheduled basis via this interface.

Dental Carriers/Associations will cancel COBRA through the Dental Enrollment file as shown below:



Dental Enrollment
Inbound

CalPERS requires Dental Carriers/Associations to produce XML files that conform to the XSD. Dental Carriers/Associations should use the XSD to develop or alter their systems to comply with CalPERS new data file submission standards. The XML Schemas are located on the Internet at [CalPERS Online](#). Follow the links for [Business Partners](#) and choose the link [my|CaIPERS Readiness for Dental Plan Carriers](#).



SOAP Envelope



Common Utilities



Health Enrollment
Inbound

The following describes how the content of the Dental Enrollment XML files exchanged between Dental Carriers/Associations and CalPERS must be structured. This file will be structured as a SOAP Envelope.

Envelope

- The interface file must contain a root element named “Envelope” with the namespace identifier of “http://schemas.xmlsoap.org/soap/envelope/”
- An envelope MUST have exactly one child element called soap:Header
- An envelope MUST have exactly one child element called soap:Body
- An envelope MUST NOT have any element children of soap:Envelope following the soap:Body element

Header

- The soap:Header element must have one child element named HeaderInfo with the namespace identifier of “http://calpers.ca.gov/PSR/CommonUtilitiesV1”

Body

- The soap:Body element of a file **inbound to** CalPERS must have one child element named RetirementHealthEnrollment with the namespace identifier of “http://calpers.ca.gov/PSR/RetirementHealthTransactionsV1”
- The soap:Body element of a file **outbound from** CalPERS must have one child element named RetirementHealthResponse with the namespace identifier of “http://calpers.ca.gov/PSR/RetirementHealthTransactionsV1”

7.3. Create Deduction Register (Outbound File)

The “Create Deduction Register for Vendors Interface” will provide DPA Dental Carriers/Associations with information about PEMHCA dental deductions for State Annuitants and CAHP. This interface is not applicable to CSU Dental Carriers.

For both groups, this interface fill will include the following:

- Qualified Dental Carrier specific deduction(s) for the vendor’s participants (e.g., only deductions that the vendor services)
- Deductions associated to a coverage month that was collected from the Annuitant and/or Employer on the vendor’s behalf

For the State Annuitants, this interface will provide Dental Carriers/Associations with information about PEMHCA deductions that were withheld against an annuitant’s retirement allowance during CalPERS monthly Benefit Roll process as well as the Employer Share and Dental Premium amount.

Dental Carriers are provided the information electronically via this interface after the Monthly Benefit Roll process has run. Dental Carriers that opt out of receiving this information through an interface, can log onto my|CaIPERS and download a report which contains PEMHCA dental deduction information taken for a particular month.



The file that Dental Carriers/Associations will download consists of the following fields:

ID	FIELD	DESCRIPTION	TYPE	R/O/C	FIELD VALUES	LENGTH						
Deduction File Out												
1	Business Partner	Unique ID (CalPERS ID) for every vendor who receives the deduction files. Identifies the vendor that is receiving the PEMHCA deductions.	Integer	R	#####	10						
2	Organization Name	Descriptive name associated with the Business Partner	String	R	This field can contain alphanumeric characters	80						
3	Roll Month	Business month that roll is for	Date	R	yyyy-mm	7						
4	Warrant Issued Date	Date that the warrant is issued	Date	R	yyyy-mm-dd	10						
5	Participant ID Type	Type of unique Participant identifier For PEMHCA deductions this will be SSN.	Code	R	<table><tr><th>LONG NAME</th><th>CODE VALUE</th></tr><tr><td>Social Security Number</td><td>SSN</td></tr><tr><td>CalPERS ID</td><td>PID</td></tr></table>	LONG NAME	CODE VALUE	Social Security Number	SSN	CalPERS ID	PID	3
LONG NAME	CODE VALUE											
Social Security Number	SSN											
CalPERS ID	PID											
6	Participant ID	This field will contain the unique identifier for each member opting to allow a deduction. Identifies the Benefit Recipient receiving retirement benefits from CalPERS. If SSN is selected as Person ID Type, the number should be submitted using the following format: <ul style="list-style-type: none">The Social Security Number must be nine digitsSocial Security Numbers cannot start with 8, 9, or	Integer	R	##### (SSN) ##### (CalPERS ID)	10						



ID	FIELD	DESCRIPTION	TYPE	R/O/C	FIELD VALUES	LENGTH
		<p>666</p> <ul style="list-style-type: none"> Each section of the Social Security Number cannot be all zeroes (i.e., 000XXXXXX, XXX00XXXX, and XXXXX0000 are each prohibited) <p>The CalPERS ID is a new unique identifier, which will be created by the new system during enrollment and will be used to identify participants when sharing data with CalPERS. It will be used in place of a Social Security Number in contribution files. Prior to system “go-live”, CalPERS will send employers a file with the CalPERS ID for each of their existing employees.</p> <p>The CalPERS ID is 10 digits in length.</p>				
7	First Name	<p>The Payee's first name</p> <p>Only alpha and should allow blank space, hyphens (-), and apostrophes (').</p>	String	R	xxxxxxxxxxxxxxxxxxxxxx	20
8	Middle Name	<p>The Payee's middle name</p> <p>Only alpha and should allow blank space, hyphens (-), and apostrophes (').</p>	String	O	xxxxxxxxxxxxxxxxxxxxxx	20
9	Last Name	<p>The Payee's last name</p> <p>Minimum of one alpha character.</p> <p>Can not start with blank.</p>	String	R	xxxxxxxxxxxxxxxxxxxxxx xxxxxxxxxx	30



ID	FIELD	DESCRIPTION	TYPE	R/O/C	FIELD VALUES	LENGTH												
		Only alpha and should allow blank space, hyphens (-), and apostrophes (').																
Participant Deduction Info																		
10	Payee Account ID	Identifies the Account for the deduction. A composite of Payee-type and originating benefit member ID and a unique sequence number. Both numbers and alpha characters are acceptable.	String	R	xxxxxxxxxxxxxxxxxxxxxx	20												
11	Program Type Code	To identify the program that the participant is receiving its benefits from.	Code	R	<table><tr><th>LONG NAME</th><th>CODE VALUE</th></tr><tr><td>California Public Employees' Retirement System</td><td>CPE</td></tr><tr><td>Judges' Retirement System</td><td>JR1</td></tr><tr><td>Legislators' Retirement System</td><td>LRS</td></tr><tr><td>Judges' Retirement System II</td><td>JR2</td></tr><tr><td>Health</td><td>HLT</td></tr></table>	LONG NAME	CODE VALUE	California Public Employees' Retirement System	CPE	Judges' Retirement System	JR1	Legislators' Retirement System	LRS	Judges' Retirement System II	JR2	Health	HLT	3
LONG NAME	CODE VALUE																	
California Public Employees' Retirement System	CPE																	
Judges' Retirement System	JR1																	
Legislators' Retirement System	LRS																	
Judges' Retirement System II	JR2																	
Health	HLT																	
12	Benefit Termination Reason	Identifies the reason for termination of benefits.	Code	O	<table><tr><th>LONG</th><th>CODE</th></tr></table>	LONG	CODE	3										
LONG	CODE																	



ID	FIELD	DESCRIPTION	TYPE	R/O/C	FIELD VALUES	LENGTH																						
					<table><tr><th>NAME</th><th>VALUE</th></tr><tr><td>Death</td><td>DTH</td></tr><tr><td>Marriage/ Domestic Partnership</td><td>MDP</td></tr><tr><td>Expiration of benefit</td><td>EBT</td></tr><tr><td>Cancellation of benefit</td><td>CNB</td></tr><tr><td>Mandatory Reinstate- ment</td><td>MDR</td></tr><tr><td>Voluntary Reinstate- ment</td><td>VRS</td></tr><tr><td>No Longer Disabled</td><td>NLD</td></tr><tr><td>Child Attains Age 18</td><td>C18</td></tr><tr><td>Child Attains Age 22</td><td>C22</td></tr><tr><td>Child No Longer Student</td><td>CLS</td></tr></table>	NAME	VALUE	Death	DTH	Marriage/ Domestic Partnership	MDP	Expiration of benefit	EBT	Cancellation of benefit	CNB	Mandatory Reinstate- ment	MDR	Voluntary Reinstate- ment	VRS	No Longer Disabled	NLD	Child Attains Age 18	C18	Child Attains Age 22	C22	Child No Longer Student	CLS	
NAME	VALUE																											
Death	DTH																											
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Voluntary Reinstate- ment	VRS																											
No Longer Disabled	NLD																											
Child Attains Age 18	C18																											
Child Attains Age 22	C22																											
Child No Longer Student	CLS																											
13	Benefit Termination Date	The date when benefits were terminated. This field is required if a Benefit Termination Reason is given.	Date	C	yyyy-mm-dd	10																						
14	Deduction Exceed Gross Indicator	Gross allowance is not enough to cover all of the deductions.	Boolean	R	True False	5																						
Deduction Detail																												
15	Deduction Type Code	Identifies the type of deduction	Code	R	See Section 7.3.1 for	3																						



ID	FIELD	DESCRIPTION	TYPE	R/O/C	FIELD VALUES	LENGTH								
		for the Participant.			Deduction Type Code Values									
16	PEMHCA Plan Code	Health or Dental plan code for PEMHCA deductions. The first three digits of this field will contain the Base Plan Code Values. The last digit will be the Party Identifier.	String	C		4								
17	UC Plan Code	Health or dental plan code for UCRS deductions. The first three digits of this field will contain the UC Plan Code Values. The last digit will be the Party Identifier.	String	C		4								
18	Deduction Frequency	This field identifies a deduction as either a regular/on-going “Monthly” deduction, “Single Occurrence “One-Time” adjustment deduction, or a specified timeframe “Limited Term” deduction.	Code	R	<table><tr><th>LONG NAME</th><th>CODE VALUE</th></tr><tr><td>Deduction is taken monthly</td><td>REG</td></tr><tr><td>Deduction is taken once</td><td>1TD</td></tr><tr><td>Deduction is taken for a period of time</td><td>LTD</td></tr></table>	LONG NAME	CODE VALUE	Deduction is taken monthly	REG	Deduction is taken once	1TD	Deduction is taken for a period of time	LTD	3
LONG NAME	CODE VALUE													
Deduction is taken monthly	REG													
Deduction is taken once	1TD													
Deduction is taken for a period of time	LTD													
Payee Amount Info														
19	Amount Type	Identifies the type of the amount for the payee’s deduction.	Code	R	<table><tr><th>LONG NAME</th><th>CODE VALUE</th></tr><tr><td>Employer Share Amount</td><td>ESA</td></tr><tr><td>Total Premium Amount</td><td>TPA</td></tr><tr><td>Outstanding</td><td>OBA</td></tr></table>	LONG NAME	CODE VALUE	Employer Share Amount	ESA	Total Premium Amount	TPA	Outstanding	OBA	3
LONG NAME	CODE VALUE													
Employer Share Amount	ESA													
Total Premium Amount	TPA													
Outstanding	OBA													



ID	FIELD	DESCRIPTION	TYPE	R/O/C	FIELD VALUES	LENGTH				
					<table><tr><td>Balance Amount</td><td></td></tr><tr><td>Payee Amount</td><td>PEA</td></tr></table>	Balance Amount		Payee Amount	PEA	
Balance Amount										
Payee Amount	PEA									
20	Amount	<p>The amount that was withheld from the benefit recipient's allowance.</p> <p>This field can contain positive and negative numbers, and zero.</p>	Decimal	R	#####.##	8				
Deduction Misc. Info										
21	Deduction Start Date	<p>This field specifies the beginning of the coverage period for the deduction.</p> <p>This field is populated based upon the type of deduction being referenced.</p> <p>This field will only be populated if the deduction type is one time or limited term.</p> <p>When deduction type is monthly, this field will not be included in the XML file.</p>	Date	C	yyyy-mm-dd	10				
22	Deduction End Date	<p>This specifies the end of the coverage period for the deduction.</p> <p>This field is populated based upon the type of deduction being referenced.</p> <p>This field will only be populated if the deduction type is one time or limited term.</p> <p>When deduction type is monthly, this field will not be</p>	Date	C	yyyy-mm-dd	10				



ID	FIELD	DESCRIPTION	TYPE	R/O/C	FIELD VALUES	LENGTH														
		included in the XML file.																		
23	Number of Months Covered	<p>Number of months covered by the one-time deduction.</p> <p>This field is populated based upon the type of deduction being referenced.</p> <p>This field will only be populated if the deduction type is one time or limited term.</p> <p>When deduction type is monthly, this field will not be included in the XML file.</p>	Integer	C	###	3														
Control of Totals																				
24	Total Deductions	Sum of all records on the file per transmitted file.	Integer	R	#####	16														
25	Amount Type	Amount type for sum of total amounts.	Code	R	<table><tr><th>LONG NAME</th><th>CODE VALUE</th></tr><tr><td>Employer Share Amount</td><td>ESA</td></tr><tr><td>Total Premium Amount</td><td>TPA</td></tr><tr><td>Administration Fee Amount</td><td>ADM</td></tr><tr><td>Net Amount</td><td>NET</td></tr><tr><td>Outstanding Balance Amount</td><td>OBA</td></tr><tr><td>Payee Amount</td><td>PEA</td></tr></table>	LONG NAME	CODE VALUE	Employer Share Amount	ESA	Total Premium Amount	TPA	Administration Fee Amount	ADM	Net Amount	NET	Outstanding Balance Amount	OBA	Payee Amount	PEA	3
LONG NAME	CODE VALUE																			
Employer Share Amount	ESA																			
Total Premium Amount	TPA																			
Administration Fee Amount	ADM																			
Net Amount	NET																			
Outstanding Balance Amount	OBA																			
Payee Amount	PEA																			
26	Total Amount	Sum of the deduction amounts per account type.	Decimal	R	#####.##	12														



7.3.1. Deduction Type Code Values

For your reference, the deduction type code values are in the following file.



Deduction Type
Code Values

CaIPERS requires Dental Carriers/Associations to produce XML files that conform to the XSD. Dental Carriers should use the XSD to develop or alter their systems to comply with CaIPERS new data file submission standards. The XML Schemas are located on the Internet at [CalPERS Online](#). Follow the links for [Business Partners](#) and choose the link [my|CaIPERS Readiness for Dental Plan Carriers](#).



SOAP Envelope



Common Utilities



Deduction
Register

The following describes how the content of the Deduction Register XML file sent from CaIPERS to Dental Carriers/Associations will be structured. This file will be structured as a SOAP Envelope.

Envelope

- The interface file must contain a root element named “Envelope” with the namespace identifier of “http://schemas.xmlsoap.org/soap/envelope/”
- An envelope MUST have exactly one child element called soap:Header
- An envelope MUST have exactly one child element called soap:Body
- An envelope MUST NOT have any element children of soap:Envelope following the soap:Body element

Header

- The soap:Header element must have one child element named HeaderInfo with the namespace identifier of “http://calpers.ca.gov/PSR/CommonUtilitiesV1”

Body

- The soap:Body element of a file **outbound from** CaIPERS must have one child element named DeductionRegister with the namespace identifier of “http://calpers.ca.gov/PSR/DeductionRegisterForVendorsV1”

7.4. Deduction Register Reports

DPA Dental Carriers/Associations will have the capability to request various deduction register reports via the my|CaIPERS on-line application.

Examples of Deduction Register Reports can be found at [CalPERS Online](#). Just follow the links for [Business Partners](#) and choose the link for link [my|CaIPERS Readiness for Dental Plan Carriers](#).



7.5. Premium & Enrollment Discrepancy Requests

Dental Carriers/Associations will have the capability to attach and send files using the my|CaIPERS on-line application for purposes of working any premium and enrollment discrepancies. This secure on-line feature eliminates the timely sending and receiving of CD's performed today by allowing Carriers/Associations to upload files (MS Word, MS Excel, PDF, etc.) for a CalPERS Analyst to research.

Examples of Discrepancy reports can found at [CalPERS Online](#). Just follow the links for [Business Partners](#) and choose the link for link [my|CaIPERS Readiness for Dental Plan Carriers](#)

7.6. On-line Dental Enrollment Inquiry

Examples of Dental Carrier/Association on-line screens can be found at [CalPERS Online](#). Just follow the links for [Business Partners](#) and choose the link for link [my|CaIPERS Readiness for Dental Plan Carriers](#)

8. CALPERS INFORMATION ASSETS

All CalPERS agreements with external entities will include appropriate non-disclosure language that protects CalPERS Information Assets (CalPERS electronic data). The agreement will affirm that the External Party has sufficient security measures in place to protect the confidentiality, integrity, and availability of each Information Asset transferred. To protect member data, the agreement will state the agreed upon method for storing, using and destroying CalPERS electronic data. The primary parties involved in the agreement will be business owners of the data and custodians who might process the data transfers on behalf of the owner.

Existing agreements may already include sufficient language to protect CalPERS Information Assets. A CalPERS representative will contact the Dental Carrier/Association if CalPERS requires new or amended agreements. In the interim, each Dental Carrier/Association should identify its organization's Owner and Custodian for data shared with CalPERS. The owner and custodian should be individuals in a management or similar position who can make decisions for the Dental Carrier/Association.

9. QUESTIONS & CONTACT INFORMATION

CalPERS provides the following resources to answer your questions:

1. The most up to date information is available at [CalPERS Online](#) including [Frequently Asked Questions \(FAQ's\)](#). Just follow the links for [Business Partners](#) and choose the link for link [my|CaIPERS Readiness for Dental Plan Carriers](#); or
2. Send a question to the MyCalPERS_Health_Team@CalPERS.ca.gov.



10. APPENDIX

10.1. FTP Encryption/Decryption

FTP Encryption/Decryption is a supplementary document provided in the WinZip file. This supplementary document describes the Encryption Decryption Service, which is designed to allow an external entity (like Dental Carriers) to interact with CalPERS using encrypted data files. The service allows both inbound and outbound transfer of files using standard PGP encryption. This document outlines the requirements for an external partner to utilize this service.

The CalPERS FTP Encryption/Decryption document is located on the Internet at CalPERS Online. Follow the links for **Business Partners** and choose the link [my|CaIPERS Readiness for Dental Plan Carriers](#).

10.2. XML Tools and Resources

XML tools are available on a variety of platforms. The XML tools help IT developers create XML files that adhere to the CalPERS schema. The XML specification defines a standard extensible messaging framework that facilitates data-sharing and information exchange via a variety of underlying protocols. The XML framework is independent of any particular programming language, platform, and other technical criteria. The table below provides links to some of the tools that are available on the Internet to help IT developers prepare an XML Schema.

ToolKit / Information	Location
Java Apache AXIS	http://xml.apache.org/axis
Python Web Services	http://Pywebsvcs.sourceforge.net
Perl SOAP	http://www.soaplite.com
PHP NuSOAP	http://www.sourceforge.net/projects/nusoap/
XML	http://www.xml.org/
Microsoft Windows Communication Foundation (WCF) – search by “Building Clients”	http://msdn.microsoft.com/en-us/netframework/aa663324.aspx
C++	http://www.sqldata.com/SoapClient/SoapClient30.htm

10.3. HIPAA Implementation Guide

For additional information regarding HIPAA 4010 regulations, the HIPAA Implementation Guide can be found at: [Washington Publishing Company | EDI | HIPAA | XML](#)